



**STATE OF ARIZONA  
DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS**

DEMA Procurement Office, Building #M5330  
5636 East McDowell Road  
Phoenix, Arizona 85008-3495.

**INVITATION FOR BID NUMBER: M9-0034**

**BID DUE DATE: 2:00 pm (AZ TIME), April 28, 2009**

In accordance with Arizona Revised Statute 41-2533, competitive sealed Bids for the material or service specified will be received by the Department of Emergency and Military Affairs (hereinafter referred to as Department) Procurement Office (State), location identified above, until the date and time cited. Offers received will be opened and read publicly.

Bids must be in the possession of the Department Procurement Office (State) on, or prior to, the due date and time. Except as provided in the Arizona Procurement Code, late bids will not be considered. Offerors submitting late bids will be so notified.

Bids must be submitted in a sealed envelope with the Invitation for Bid Number and the Offeror's name and address clearly indicated on the envelope. All bids must be completed in ink or be typewritten. Additional instructions for preparing bids are provided herein. Offerors are encouraged to carefully read the entire Solicitation.

People with disabilities may request special accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for special accommodations must be made with 72 hours prior notice to the Department of Emergency & Military Affairs Procurement Office.

**MATERIAL OR SERVICE:** Purchase and installation of four (4) complete Class "A" Fire Alarm systems @ Casa Grande Readiness Center, Coolidge Readiness Center, Prescott Readiness Center, Sunnyslope Readiness Center in Arizona. Complete addresses are referenced in the scope of work.

**PRE-BID CONFERENCE/SITE VISIT:** A pre-bid conference **has not** been scheduled for this project. An on-site inspection may be arranged by contacting Chris Hancock at (602) 267-2480 or by email at [chris.hancock@azdema.gov](mailto:chris.hancock@azdema.gov).


**FOR QUESTIONS ON THE SCOPE OF WORK:** Chris Hancock **TELEPHONE:** (602) 267-2480 or email at [chris.hancock@azdema.gov](mailto:chris.hancock@azdema.gov)

**CONTRACT TYPE:** FIRM, FIXED PRICE

**BUYER:** Kathy Eastep **TELEPHONE:** (602) 267-2763 email [kathy.eastep@azdema.gov](mailto:kathy.eastep@azdema.gov)

**BID ISSUE DATE:** 3/26/09

**Copies via Internet:** A copy of the solicitation documents may be downloaded from  
<http://www.azdema.gov/jp/pc/solicitations.html>

  
CORY SLAMA  
As Procurement Officer and Not  
Personally

NOTE: Map/Location of the DEMA Procurement Office (State) is on the back of this page.

## DEMA PROCUREMENT OFFICE

Building #M5330  
5636 E. McDowell Road  
Phoenix, Arizona

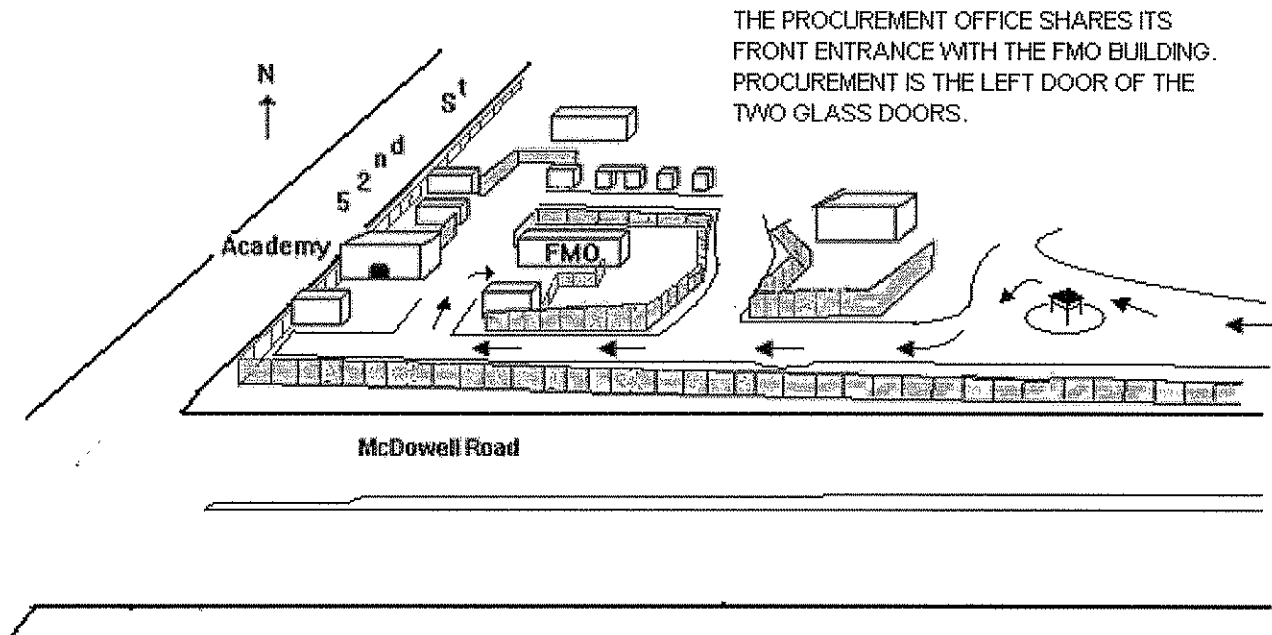
### Hours of Operation

Monday - Friday

7:00 AM - 3:30 PM

### Location

Access to the DEMA Procurement Office is available off Bushmaster. Bushmaster is approximately ½ mile east of 52<sup>nd</sup> Street. (Enter base off McDowell Rd., Turn north on Bushmaster and follow the road on the base parallel to McDowell Road.)



**FOR QUESTIONS CALL 602-267-2699**

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## **SECTION I**

### **UNIFORM INSTRUCTIONS TO OFFERORS v 7.1**

The State of Arizona's approved Uniform Instructions (**Version 7.1, Dated 05/01/03**) to Offerors/Bidders are incorporated herein by reference and are available for public review and download in Adobe Acrobat format from the following web site:

<http://www.azdoa.gov/spo/procurement-documents/procurement-documents>

A hardcopy of the State of Arizona's approved Uniform Instructions to Offerors/Bidders is available upon request by visiting the Emergency and Military Affairs Procurement Office (State), 5636 E. McDowell Rd., Building M5330, Phoenix, AZ 85008-3495 or by calling (602) 267-2699.

## **SECTION II**

### **UNIFORM TERMS AND CONDITIONS – Az SPO Form 202, Revision 7**

The State of Arizona's approved Uniform Terms and Conditions (**Version 7.0, Dated 05/01/03**) are incorporated herein by reference and are available for public review and download in Adobe Acrobat format from the following web site:

<http://www.azdoa.gov/spo/procurement-documents/procurement-documents>

A hardcopy of the State of Arizona's approved Uniform Terms and Conditions is available upon request by visiting the Emergency and Military Affairs Procurement Office (State), 5636 E. McDowell Rd., Building M5330, Phoenix, AZ 85008-3495 or by calling (602) 267-2699.

**SECTION III**  
**SPECIAL INSTRUCTIONS TO BIDDERS/OFFERORS**

**1. PREPARATION OF BID**

- A. All bids shall be submitted on the forms provided in this solicitation package. Copies of these forms are acceptable, however, telegraphic bids, mailgrams, or bids sent by facsimile will not be considered.
- B. The authorized person signing the Offer shall initial (in ink) all erasures, interlineations, or other modifications in its bid.
- C. Bid prices shall be shown in both words and figures. In case of a discrepancy, the amount in words shall prevail. In the case of a mathematical error in extending the prices in its bid, the State will consider only the unit price. No bidder will be permitted to alter, amend, or withdraw its bid after the specified bid due date and time.
- D. Unless otherwise noted, all time periods listed as number of days shall be considered calendar days.
- E. It is the responsibility of each bidder to examine the complete Solicitation package and seek clarification for any items or requirements that may appear to be incorrect, unclear or ambiguous. All responses shall be thoroughly checked by the respective bidding vendor for accuracy and completeness before submission to the State. Negligence in preparing a bid confers no legal right of withdrawal after the due date and time.

**2. BID PROPOSAL FORM**

For reasons of clarity, all pricing shall be priced for the same unit characteristics (size, volume, quantity, weight, color, etc.) as the bid specifications request unless specifically called for otherwise in the specifications.

Bid pricing must be provided on the price sheet(s) provided in this solicitation. Submissions (bids) failing to comply with this requirement may be declared non-responsive.

**3. DUE DATE/COPIES**

**All bids must be marked with the bid number on the outside of the response envelope and be delivered to: Department of Emergency and Military Affairs, 5636 E. McDowell Rd., Building M5330, Phoenix, AZ 85008-3495.**

**Invitation for Bids require only one (1) original document and no copies.**

**4. REFERENCES**

Upon request, the bidder shall furnish no less than three (3) firm/company names, contact names, and telephone numbers of customers for whom he has provided the same type service specified in this solicitation. All references provided must be for work performed within the last three (3) calendar years.

## **SECTION IV**

### **DEMA SPECIAL TERMS AND CONDITIONS**

1. **EVALUATION**

A Contract shall be awarded to the lowest, responsible, responsive Offeror whose Bid conforms in all material aspects of the requirements and criteria set forth in this Solicitation.

2. **CALENDAR DAYS**

The Offeror shall state, on the Bid Proposal Form, the least number of calendar days (counting Sundays and holidays) after date of receipt of Notice to Proceed in which they will complete performance. The Offeror shall make any allowance for possible difficulties which may be encountered.

3. **SIMILAR WORK**

Each Bidder shall furnish, upon request, a statement of whether they are now, or have ever been, engaged in work similar to that covered by the Solicitation. Such statement shall include the year in which such work was performed, the manner of its execution, and give such other information as will tend to show the Bidder's ability to prosecute the required work.

4. **CONTRACT APPLICABILITY**

The Contractor shall comply with all requirements found within the text of the Contract and this Solicitation. All previous agreements, Contracts, or other documents, which have been executed between the Contractor and the Department are not applicable to this Solicitation nor any resultant Contract.

5. **VALUE IN PROCUREMENT**

Through the Governor's Efficiency Review initiative the Value in Procurement Committee has been established. A major initiative of the VIP Committee is to aggregate specific procurements to increase efficiency and cut costs. The VIP Committee may designate and establish a statewide contract for these types of goods or services. At such time, this contract may not be extended beyond its original term even though additional contract extensions may still be available.

6. **OFFSHORE PERFORMANCE OF WORK PROHIBITED**

Due to security and identity protection concerns, direct services under this contract shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the State of Arizona or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the State shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or "overhead" services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers. Offerors shall declare all anticipated offshore services in their bid/proposal.

7. **ELECTRONIC AND INFORMATION TECHNOLOGY**

Any electronic or information technology offered to the State of Arizona under this solicitation shall comply with A.R.S. 41-2531 and 2532 and Section 508 of the Rehabilitation Act of 1973, which requires that employees and members of the public shall have access to and use of information technology that is comparable to the access and use by employees and members of the public who are not individuals with disabilities.

8. **FEDERAL IMMIGRATION LAWS, COMPLIANCE BY STATE CONTRACTORS**

By signing the Offer the Offeror warrants that it and all proposed subcontractors are in compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees. The Offeror shall obtain statements from all proposed subcontractors certifying compliance with this requirement and shall furnish the statements to the Procurement Officer upon request.

By entering into the Contract, the Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees. The Contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the U.S. Department of Labor's Immigration and Control Act, for all employees performing work under the Contract. I-9 forms are available for download at USCIS.GOV.

The State may request verification of compliance for any Contractor or subcontractor performing work under the Contract. Should the State suspect find or that the Contractor or any of its subcontractors are not in compliance, the State may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance is the responsibility of the Contractor.

9. **COMPLIANCE REQUIREMENTS FOR A.R.S. § 41-4401, GOVERNMENT PROCUREMENT: E-VERIFY REQUIREMENT.** The contractor warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with Section A.R.S. § 23-214, Subsection A. (That subsection reads: "After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the E-Verify program.)

A breach of a warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of the contract and the contractor may be subject to penalties up to and including termination of the contract.

Failure to comply with a State audit process to randomly verify the employment records of contractors and subcontractors shall be deemed a material breach of the contract and the contractor may be subject to penalties up to and including termination of the contract.

The State Agency retains the legal right to inspect the papers of any employee who works on the contract to ensure that the contractor or subcontractor is complying with the warranty under paragraph 1 of this subsection #9 in this solicitation.

10. **MANUFACTURES NAMES**  
Any manufacturer's names, trade names, brand names, or catalogue numbers used in the specifications (if applicable) are for the purpose of describing and establishing the general quality level, design and performance desired. Such references are not intended to limit or restrict bidding by other vendors but are intended to approximate the quality design or performance which is desired. Any bid which proposes like quality, design, or performance will be considered. If the description of your offer differs in any way, you must give a complete detailed description of your Quotation including pictures and literature where applicable. Unless a specific exception is made, the assumption will be that you are bidding exactly as specified on the Request for Quotation.

11. **MATERIAL AND WORKMANSHIP**  
Unless otherwise specifically provided for in the specifications, all equipment, materials and articles incorporated in the work covered by the Contract are to be new and of the most suitable grade of their respective kinds for the purpose intended, and all workmanship shall be first class. Where equipment, materials or articles are referred to in the specifications as 'equal to' any particular standard, the Purchasing Officer's Representative (POR) shall decide the question of equality. The Contractor shall furnish to the POR for his approval the name of the manufacturer of machinery, mechanical and other equipment which he contemplates incorporating in the work, together with their performance capacities and other pertinent information. When required by the specifications, or when called for by the POR, the Contractor shall furnish to the POR for approval full information concerning the materials or articles which he contemplates incorporating in the work. Samples of materials shall be submitted for approval when so directed. Machinery, equipment, materials and articles installed or used without such approval shall be at the risk of subsequent rejection. The POR may in writing require the Contractor to remove from the work site such employees as the POR deems incompetent, careless, insubordinate or otherwise objectionable, or whose continued employment on the work site is deemed by the POR to be contrary to the public interest.

12. **RECOVERY OF DAMAGES BY CONTRACTOR FOR DELAY**  
Damages related to expenses incurred by the Contractor for a delay for which the Department is responsible, which is unreasonable under the circumstances, and which was not within the contemplation of the parties to the Contract, may

be negotiated between the Contractor and the Department, pursuant to Arizona Revised Statutes ' 41-2617.

13. **SAFETY STANDARDS**

All items supplied on the Contract must comply with the current applicable Occupational Safety and Health Standards of the State of Arizona Industrial Commission.

14. **MODIFICATION PROPOSALS PRICE BREAKDOWN**

The Contractor, in connection with any proposal requested for a Contract modification, shall furnish a price breakdown, itemized as required by the Contracting Officer. Unless otherwise directed, the breakdown shall be in sufficient detail to permit an analysis of all material, labor, equipment, subcontract and overhead costs, as well as profit, and shall cover all work involved in the modification, whether such work was deleted, added or changed. Any amount claimed for subcontracts shall be supported by a similar price breakdown. In addition, if the proposal includes a time extension, a justification therefore shall also be furnished. The proposal, together with a price breakdown and time extension justification, shall be furnished by the date specified by the Contracting Officer.

15. **ESTIMATED SQUARE FOOTAGE**

The square footage(s) shown are estimates only, and the Department reserves the right to increase or decrease amounts as circumstances may require.

16. **NOTICE TO PROCEED**

The Department shall issue a Notice to Proceed or executed Purchase Order for the material or service covered by the Contract. The term of any resultant Contract shall commence on the date of Notice to Proceed or Purchase Order and continue for the period of time indicated in the Contract, unless terminated, canceled or extended as otherwise provided.

17. **PRICE ADJUSTMENT**

A price reduction adjustment may be offered at any time during the term of the Contract and shall become effective upon notice.

18. **INDEMNIFICATION:**

Contractor agrees to indemnify, defend, save and hold harmless the State of Arizona, and their respective directors, officers, officials, agents and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, costs, losses, or expenses, including reasonable attorney's fees, (hereinafter collectively referred to as "Claims") arising out of actual or alleged bodily injury or personal injury of any person (including death) or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Contractor or any of Contractor's directors, officers, agents, employees, volunteers or subcontractors. This indemnity includes any claim or amount arising or recovered under the Workers' Compensation Law or arising out of the failure of Contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by Contractor from and against any and all Claims. It is agreed that Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable.

This indemnity shall not apply if the contractor or sub-contractor(s) is/are an agency, board, commission or university of the State of Arizona.

19. **INSURANCE REQUIREMENTS**

Contractor and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Contract, are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The *insurance requirements* herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, its agents, representatives, employees or subcontractors, and Contractor is free to purchase additional insurance.

**A. MINIMUM SCOPE AND LIMITS OF INSURANCE:** Contractor shall provide coverage with limits of liability not less



than those stated below.

**1. Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability coverage.

- |  |             |
|--|-------------|
| • General Aggregate                                | \$2,000,000 |
| • Products – Completed Operations Aggregate        | \$1,000,000 |
| • Personal and Advertising Injury                  | \$1,000,000 |
| • Blanket Contractual Liability – Written and Oral | \$1,000,000 |
| • Fire Legal Liability                             | \$ 50,000   |
| • Each Occurrence                                  | \$1,000,000 |

- a. The policy shall be endorsed to include the following additional insured language: ***“The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor”.***
- b. Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

**2. Business Automobile Liability**

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL)	\$1,000,000
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- a. The policy shall be endorsed to include the following additional insured language: ***“The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor, involving automobiles owned, leased, hired or borrowed by the Contractor”.***

**3. Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$ 500,000
Disease – Each Employee	\$ 500,000
Disease – Policy Limit	\$1,000,000

- a. Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.
- b. This requirement shall not apply to: Separately, EACH contractor or subcontractor exempt under A.R.S. 23-901, AND when such contractor or subcontractor executes the appropriate waiver (Sole Proprietor/Independent Contractor) form.

**B. ADDITIONAL INSURANCE REQUIREMENTS**

The policies shall include, or be endorsed to include, the following provisions:

1. The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees wherever additional insured status is required such additional insured shall be covered to the full limits of liability purchased by the Contractor, even if those limits of liability are in excess of those required by this Contract.
2. The Contractor's insurance coverage shall be primary insurance with respect to all other available sources.
3. Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.

**C. NOTICE OF CANCELLATION**

Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the State of Arizona. Such notice shall be sent directly to **Arizona Department of**

**Emergency and Military Affairs, 5636 E. McDowell Rd., Bldg. M5330, Phoenix, AZ 85008.** and shall be sent by certified mail, return receipt requested.

**D. ACCEPTABILITY OF INSURERS**

Insurance is to be placed with duly licensed or approved non-admitted insurers in the state of Arizona with an "A.M. Best" rating of not less than A- VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

**E. VERIFICATION OF COVERAGE**

The awarded Contractor shall furnish the State of Arizona with certificates of insurance (ACORD form or equivalent approved by the State of Arizona) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

All certificates and endorsements are to be received and approved by the State of Arizona before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.

All certificates required by this Contract shall be sent directly to **Department of Emergency and Military Affairs, 5636 E. McDowell Rd., Bldg. #M5330, Phoenix, Az. 85008.** The State of Arizona project/contract number and project description shall be noted on the certificate of insurance. The State of Arizona reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time. **DO NOT SEND CERTIFICATES OF INSURANCE TO THE STATE OF ARIZONA'S RISK MANAGEMENT SECTION.**

**F. SUBCONTRACTORS**

Contractors' certificate(s) shall include all subcontractors as insureds under its policies **or** Contractor shall furnish to the State of Arizona separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.

**G. APPROVAL**

Any modification or variation from the *insurance requirements* in this Contract shall be made by the Department of Administration, Risk Management Section, whose decision shall be final. Such action will not require a formal Contract amendment, but may be made by administrative action.

**H. EXCEPTIONS**

In the event the Contractor or sub-contractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a Certificate of Self-Insurance. If the contractor or sub-contractor(s) is/are a State of Arizona agency, board, commission, or university, none of the above shall apply.

## ATTACHMENT A -- OFFER & ACCEPTANCE DOCUMENT

### STATE OF ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS INVITATION FOR BID NUMBER: M9-0034

Submit the ORIGINAL of this attachment to the Department Procurement Office

TO: Procurement Manager, Department Procurement Office (State)

The Undersigned hereby offers and agrees to furnish this construction/service in compliance with all terms, conditions, drawings, specifications and addenda. By signing this attachment the undersigned also understands and will comply with the Instructions to Offerors. Furthermore, in accordance with A.R.S. § 35-397, the offeror hereby certifies that the offeror does not have scrutinized business operations in Iran and/or Sudan.

Arizona Transaction (Sales) Privilege Tax License No.:	Point of contact for questions concerning this offer:
Federal Employer Identification No.:	Name:
Commercial Contractor's License No:	Telephone No.:
Company Information:	Fax No.:
Company Name:	Email Address:
Street Address	Authorized signature:
Street Address	Printed Name:
City                      State                      Zip	Title
Company Email Address:	Signature

### ACCEPTANCE OF OFFER AND CONTRACT AWARD

When signed below, your Bid is hereby accepted. The Contractor is now bound to perform based upon the solicitation and the Contractor's bid as accepted by the State. This Contract shall be referenced by Contract No. **M9-0034**

**You are cautioned not to commence any billable work or provide materials/services under this Contract until having received an executed Purchase Order or Notice to Proceed letter.**

<p>AZ. DEPT. OF EMERG. &amp; MILIARY AFFAIRS</p> <p>Awarded the _____ day of _____, 200____</p> <p>_____ Corry Slama, C.P.M., CPPB As Procurement Manager &amp; Not Personally</p>
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**ATTACHMENT B**  
**BID PROPOSAL FORM**  
M9-0034

Sealed Bids will be received until **2:00 pm (AZ TIME), April 28, 2009**, in the Department Procurement Office (State), Building #M5330, 5636 East McDowell Road, Phoenix, Arizona 85008-3495. Bids will be opened in Building #M5330.

Having carefully examined the premises and conditions affecting this work, the Offeror proposes to provide all labor, supplies, material, applicable taxes, transportation, and services required to complete Purchase and installation of four (4) complete Class "A" Fire Alarm systems @ Casa Grande Readiness Center, Coolidge Readiness Center, Prescott Readiness Center, Sunnyslope Readiness Center in Arizona, in strict conformity with all provisions of the Solicitation for the following:

Item No.	Description	Unit Cost
	Casa Grande Readiness Center (Case Grande, AZ)	\$ _____
	Coolidge Readiness Center (Coolidge, AZ)	\$ _____
	Prescott Readiness Center (Prescott, AZ)	\$ _____
	Sunnyslope Readiness Center (Phoenix, AZ)	\$ _____
1.	BASE BID, FIRM, FIXED <b>GRAND TOTAL</b> * PRICE OF:	\$ _____

\* Only the GRAND TOTAL price will be read at the bid opening.

**PAYMENT TERMS:**

Net \_\_\_\_\_ Days or Prices quoted herein can be discounted by \_\_\_\_\_% if payment is made within \_\_\_\_\_ days of invoice receipt.

The Offeror agrees to complete all of the work under the contract within **90 calendar days** of the date of purchase order or notice to proceed.

The Offeror is familiar with all the provisions of this Solicitation, local conditions and has carefully checked the figures comprising his bid.

The Department of Emergency and Military Affairs is not be responsible for any errors or omissions on the part of the Offeror.

This bid may not be withdrawn for a period of ninety (90) days after the bid opening date.

**ATTACHMENT C**  
**CERTIFICATE OF CORPORATE AUTHORITY**

Offerors must provide the following information:

A Corporation existing under the laws of the State of \_\_\_\_\_; or

A Partnership consisting of \_\_\_\_\_; or

An Individual trading as \_\_\_\_\_.

If your firm is a corporation, completion of the following certification is mandatory. **(NOTE: THE CERTIFICATE MUST BE COMPLETED BY AN OFFICER OF THE CORPORATION AND WHO DID NOT SIGN THE OFFER PAGE).**

I, \_\_\_\_\_, certify that I am the \_\_\_\_\_  
of the Corporation named as Offeror herein; that \_\_\_\_\_ signed this  
Bid on behalf of the Corporation, was then the \_\_\_\_\_ of said  
Corporation; that said Bid was duly signed for and in behalf of said Corporation by authority of its  
governing body, and is within the scope of its corporate powers.

\_\_\_\_\_  
CORPORATE OFFICER  
(Signature)

STATE OF ARIZONA )  
 )  
COUNTY OF \_\_\_\_\_ )

Of \_\_\_\_\_, the Person, Corporation, or Company  
(Firm Name)

"That such Bid is genuine and is not sham or collusive, or made in the interest or behalf of any person not herein named, and that the Offeror has not directly or indirectly induced or solicited any other Offeror to put in a sham Bid, or any other Person, Firm or Corporation to refrain from bidding, and that the Offeror has not in any manner sought by collusion to secure for itself an advantage over any other Offeror."

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission Expires: \_\_\_\_\_  
(Date) (Notary Public)

**ATTACHMENT E**  
**SUSPENSION/DEBARMENT AFFIDAVIT**  
(Required only for offers over \$100,000)

STATE OF ARIZONA )  
 )  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_, Affiant, \_\_\_\_\_  
(Name) (Title)

of \_\_\_\_\_, the Person, Corporation, or Company who make the accompanying  
(Firm Name)

Bid, having first been sworn, deposes and says:

“That the Firm, Business or person submitting an offer is not debarred, suspended or otherwise lawfully precluded from participating in any public procurement activity, including being disapproved as a subcontractor with any Federal, State or local government.

It is agreed that if any such preclusion from participation from any public procurement activity is currently pending, the Offeror must fully explain the circumstances relating to the preclusion or proposed preclusion. If awarded, the offeror must include a letter with its offer setting forth the name and address of the governmental unit, the effective date of this suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating to the suspension or debarment. If suspension or debarment is currently pending, a detailed description of all relevant circumstances including the details enumerated above must be provided.”

\_\_\_\_\_  
(Firm Name)

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission Expires: \_\_\_\_\_  
(Date) (Notary Public)

## ATTACHMENT F

### **SMALL, WOMAN-OWNED AND/OR MINORITY-OWNED BUSINESS CERTIFICATION**

Executive Order 2004-29 requires all State of Arizona agencies to track and report solicitations distributed and awarded to Small, Woman-Owned and/or Minority-Owned firms.

A small business is one that, including its affiliates, is independently owned and operated, is not dominant in the type of business it conducts, and employs fewer than 100 employees OR has less than \$4 million in annual sales. To qualify as a minority or women-owned business, the firm must be at least 51% minority or woman owned.

When practical, purchases/contracts less than \$50,000 will be made from small businesses.

#### **CHECK THE APPROPRIATE CLASSIFICATION APPLICABLE TO YOUR FIRM:**

<ul style="list-style-type: none"><li><input type="radio"/> 1.0 Small Business (SB)</li><li><input type="radio"/> 2.0 Small Business- African American (SBAA)</li><li><input type="radio"/> 3.0 Small Business- Asian (SBA)</li><li><input type="radio"/> 4.0 Small Business- Hispanic (SBH)</li><li><input type="radio"/> 5.0 Small Business- Native American (SBNA)</li><li><input type="radio"/> 6.0 Small Business- Other (SBO)</li><li><input type="radio"/> 7.0 Small, Woman Owned Bus. (SWOB)</li><li><input type="radio"/> 8.0 Small, Woman Owned Bus.- African American (SWOBAA)</li><li><input type="radio"/> 9.0 Small, Woman Owned Bus.- Asian (SWOBA)</li><li><input type="radio"/> 10.0 Small, Woman Owned Bus. Hispanic (SWOBH)</li><li><input type="radio"/> 11.0 Small, Woman Owned Bus. Native American (SWOBNA)</li><li><input type="radio"/> 12.0 Small, Woman Owned Bus. Other (SWOBO)</li></ul>	<ul style="list-style-type: none"><li><input type="radio"/> 13.0 Woman Owned Business (WOB)</li><li><input type="radio"/> 14.0 Woman Owned Bus. African American (WOBAA)</li><li><input type="radio"/> 15.0 Woman Owned Bus. Asian (WOBA)</li><li><input type="radio"/> 16.0 Woman Owned Bus. Hispanic (WOBH)</li><li><input type="radio"/> 17.0 Woman Owned Bus. Native American (WOBNA)</li><li><input type="radio"/> 18.0 Woman Owned Bus. Other (WOBO)</li><li><input type="radio"/> 19.0 Minority Owned Bus. African American (MAA)</li><li><input type="radio"/> 20.0 Minority Owned Bus. Asian (MA)</li><li><input type="radio"/> 21.0 Minority Owned Bus. Hispanic (MHA)</li><li><input type="radio"/> 22.0 Minority Owned Bus. Native American (NA)</li><li><input type="radio"/> 23.0 Minority Owned Bus. Other (MO)</li></ul>
<input type="checkbox"/> 24.00 (NONE) None of these categories is applicable and firm does not qualify as either a Small, Woman, or Minority-Owned firm.	

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code \_\_\_\_\_

I hereby certify that \_\_\_\_\_ (Firm/Company Name) ☐ is or ☐ is not (check one) a small business with less than 100 employees and/or less than \$4 million in annual sales.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

I hereby certify that \_\_\_\_\_ (Firm/Company Name) ☐ is or ☐ is not (check one) a ☐ Minority and/or ☐ Women (check one or both) Owned Business in accordance with Executive Order 2004-29 issued by Governor Napolitano.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# **EXHIBIT 1 SCOPE OF WORK**

## **SCOPE OF WORK**

### **STATE OF ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS FACILITIES MANAGEMENT OFFICE**

## **PROJECT**

### **INSTALL FIRE ALARM AT:**

Casa Grande Readiness Center  
310 E. Cottonwood Ln.  
Casa Grande, AZ. 85222-0261

Coolidge Readiness Center  
1150 N. 4<sup>th</sup> St.  
Coolidge, AZ. 85228-0367

Prescott Readiness Center  
1000 Heritage Park Rd.  
Prescott, AZ. 86301

Sunnyslope Readiness Center  
10222 N. 7<sup>th</sup> St.  
Phoenix, AZ. 85068-1510

**EXHIBIT 1**  
**SCOPE OF WORK**  
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**DIVISION 2**      **SITEWORK**

NONE IN THIS CONTRACT

**DIVISION 3**      **CONCRETE**

NONE N THIS CONTRACT

**DIVISION 4**      **MASONRY**

NONE IN THIS CONTRACT

**DIVISION 5**      **METALS**

NONE IN THIS CONTRACT

**DIVISION 6**      **WOOD AND PLASTIC**

NONE IN THIS CONTRACT

**DIVISION 7**      **THERMAL AND MOISTURE PROTECTION**

NONE IN THIS CONTRACT

**DIVISION 8**      **DOORS, WINDOWS, GLASS**

NONE IN THIS CONTRACT

# EXHIBIT 1

## SCOPE OF WORK

### DIVISION 9 FINISHES

NONE IN THIS CONTRACT

### DIVISION 10 SPECIALTIES

NONE IN THIS CONTRACT

### DIVISION 11 EQUIPMENT

NONE IN THIS CONTRACT

### DIVISION 12 FURNISHINGS

NONE IN THIS CONTRACT

### DIVISION 13 SPECIAL CONSTRUCTION

NONE IN THIS CONTRACT

### DIVISION 14 CONVEYING SYSTEMS

NONE IN THIS CONTRACT

### DIVISION 15 MECHANICAL

NONE IN THIS CONTRACT

### DIVISION 16 ELECTRICAL

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# EXHIBIT 1

## SCOPE OF WORK

### DIVISION 1      GENERAL REQUIREMENTS

#### SECTION 01010    SUMMARY OF WORK

#### 1.0 Summary

- 1.1 Construct the work as specified under a firm fixed price.
- 1.2 Install a complete Class "A" fire alarm systems at the designated locations. This project includes the design, furnishing and installing complete non-preparatory fire alarm systems as described herein, to be wire connected low voltage, tested and left in first class operating condition. Each system shall use closed loop initiating device circuits with individual zone supervision, individual NAC supervision, incoming and standby power supervision. Include a control panel, manual pull stations (fire alarm boxes), automatic fire and smoke detectors, horns, enunciators, remote control devices, all wiring, connections to devices and all additional outlet boxes, junction boxes and other necessary material not already in place. This project must result in a complete operating system in accordance with the Uniform Fire Code (NFPA 1) and National Fire Alarm Code (NFPA 72) at each of the following facilities:

Casa Grande Readiness Center  
310 E. Cottonwood Ln.  
Casa Grande, AZ. 85222-0261

Coolidge Readiness Center  
1150 N. 4<sup>th</sup> St.  
Coolidge, AZ. 85228-0367

Prescott Readiness Center  
1000 Heritage Park Rd.  
Prescott, AZ. 86301

Sunnyslope Readiness Center  
10222 N. 7<sup>th</sup> St.  
Phoenix, AZ. 85068-1510

- 1.3 All work under this contract will be done in strict accordance with AIA Form A201, "General" Conditions of the Contract for Construction, 1997 Edition with modifications, number AZ-A201-1997.
- 1.4 Travel of Civilian Employees of Commercial Concerns At Department of Defense (DOD) Expense: Contract field services personnel and field service contract representatives who are civilian employees of commercial concerns under contract to the Department of Defense or to the Arizona Department of Emergency Management and Military Affairs (DEMA) requiring air travel or when air travel is essential to accomplish a DOD/DEMA mission when the contact provides, or a

## EXHIBIT 1

### SCOPE OF WORK

responsible authority specifies, that transportation shall be furnished at DOD/DEMA expense. Travel orders shall indicate the contract provisions which apply or the responsible authority which approved the travel, and shall include the DOD/DEMA appropriation chargeable.

- 1.5 Complete installation drawings approved by both the Fire Marshal and Electrical Engineer must be submitted for review prior to commencement of any construction

2.0 REFUSE DISPOSAL. Provide off-site disposal of all waste products, trash, debris, etc. Owner's trash receptacles will not be used by the Contractor.

#### SECTION 01340 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

##### 1.0 SHOP DRAWINGS

- 1.1 Scale and measurements: Make Shop Drawings accurately to a scale sufficiently large to show all pertinent aspects of the item and its method of connection to the work.
- 1.2 Types of prints required: Submit 3 CADD Shop Drawings in the form of DWG on compact disc and one set of either blueline or blackline prints. Submit asbuilts at the completion of the job.
- 1.3 Review comments of the Point of Contact (POC) will be returned to the Contractor. The Contractor may make and distribute such copies as are required for his purpose.

##### 2.0 MANUFACTURER'S LITERATURE

- 1.1 Where content of submitted literature from manufacturers includes data not pertinent to the submittal, clearly show which portion of the contents is being submitted for review.
- 1.2 Submit the number of copies that are required to be returned to the Contractor, plus two copies that will be retained by the Owner.

##### 3.0 SAMPLES

- 1.1 Unless otherwise specified, submit Samples in the quantity which is required to be returned to the contractor, plus one which will be retained by the Owner.
- 1.2 By pre-arrangement in specific cases, a single Sample may be submitted for review and, when approved, be installed in the Work at a location agreed by the Owner.

##### 4.0 COLORS AND PATTERNS

- 1.1 Unless the precise color and pattern are specifically called out in the Drawings or this Scope, and whenever a choice of color or pattern is available in the specified products, submit accurate color and pattern charts to the POC for selection.

##### 5.0 REQUIRED SUBMITTALS

## EXHIBIT 1 SCOPE OF WORK

1.1 Submittals required by the Scope of Work includes, but are not necessarily limited to:

Section Number	Submittal Item
01600	Product Listing
01700	Contract close-out item
16720	Fire Alarm System

### SECTION 01510      TEMPORARY UTILITIES

- 1.1 Temporary electricity, water and sanitary facilities are available on the job site.
- 1.2 Coordinate with Owner, the use of the building telephone and restrooms.
- 1.3 The Contractor shall supply adequate cool pure drinking water for the use of employees on the project. National Guard facilities may not be available.

### SECTION 01600      MATERIALS AND EQUIPMENT

- 1.1 Where materials or other products are specified by manufacturer or by brand name, such reference is to establish a standard of desired quality.
- 1.2 Storage of materials and construction equipment shall be coordinated with the Owner. Access to adjacent buildings shall be maintained free and clear at all times. Careful planning and scheduling of deliveries are mandatory. The Contractor shall assume full responsibility for properly storing and protecting materials and equipment.
- 1.3 Substitutions. Refer to the Instructions to Bidders for information regarding the approval of substitutions of materials or equipment.
- 1.4 Environmental Awareness
  - 1.4.1 Reference 40 CFR 261.20 through 261.24.
  - 1.4.2 The Contractor shall diligently attempt to use products that are environmentally "friendly".
  - 1.4.3 If the Contractor is unable to provide environmentally "friendly" products, he shall submit to the Owner at the start of Work, a list of those products considered "unfriendly" along with their Material Safety Data Sheets (MSDS's).
  - 1.4.4 Characteristics of Environmentally "unfriendly" products consist of, but are not necessarily limited to, the following:
    - 1.4.4.1 Ignitability – Flashpoint of less than 140° F. (60° C.).

## EXHIBIT 1

### SCOPE OF WORK

1.4.4.2 Corrosivity – pH less than or equal to 2, or greater than or equal to 12.5.

1.4.4.3 Reactivity – reacts violently with water or generates toxic gases, vapors, or fumes when mixed with water.

1.4.4.4 Toxicity – any product that may cause waste in quantities exceeding those in Table 1 of 40 CFR 261.24.

1.4.4.5 Toxic Release Inventory (TRI) – any product that appears on the list prepared by EPA.

1.5 Asbestos. Materials containing asbestos are prohibited on this project. Use only asbestos free products.

#### SECTION 01700 CONTRACT CLOSEOUT

1.1 Summary. This Section describes an orderly and efficient transfer of the completed Work to the Owner.

##### 1.2 Cleaning

1.2.1 Besides general broom cleaning, do the following special cleaning at completion of work:

1.2.1.1 Remove marks, stains, fingerprints, other soil, paint, asphalt, dirt, etc.

1.2.1.2 Clean fixtures and equipment by removing stains, paint, asphalt, dust, dirt, and etc.

1.2.1.3 Remove temporary protection.

##### 1.3 WARRANTY/GUARANTEE

1.3.1 The Contractor shall, and hereby does; warrant and guarantee that all work performed on this project will be free from defects of materials and workmanship for a period of one year from the date of Owner acceptance of the project.

1.3.2 The warranty/guarantee period on any part of the work so repairs and/or replaced shall be extended six months from the date of such repair and/or replacement.

1.3.3 The Contractor shall ensure that the fire alarm manufacture has an Arizona based service technician available to respond to any warranty/repair requests.

1.3.4 The Contractor shall ensure required warranty/guarantee in a comparable form as that contained as that contained in these documents, addressed to and in favor of the Owner.

## **EXHIBIT 1**

### **SCOPE OF WORK**

- 1.3.5 The Contractor shall prepare and submit for approval a form DD 1354, Transfer and Acceptance of Military Real Property, for Capital Improvement.

#### **1.4 INSTRUCTION**

- 1.4.1 Instruct the Owner's personnel in the proper operation and maintenance of systems, equipment, and similar items, which were provided as part of the work.

### **DIVISION 16 ELECTRICAL**

#### **SECTION 16720 FIRE ALARM SYSTEM**

##### **PART 1 – GENERAL**

###### **1.1 SCOPE & RELATED DOCUMENTS**

- 1.1.1 The work covered by this section of the specifications includes the furnishing of all labor, equipment, materials, and performance of all operations in connection with the installation of the Fire Alarm Systems as herein specified.
- 1.1.2 The requirements of the conditions of the Contractor, Supplementary Conditions and General Requirements, apply to the work specified in this section.
- 1.1.3 The complete installation is to conform to the applicable sections of NFPA – 72, Local Code Requirements, and the National Electrical Code, with particular attention to Article 760, and with all other applicable codes, regulations, and standards.

###### **1.2 REFERENCES**

- 1.2.1 NFPA 72: National Fire Alarm Code.
- 1.2.2 NFPA 101: Life Safety Code.
- 1.2.3 NFPA 70: National Electric Code.
- 1.2.4 UL 268: Smoke Detectors for Fire Protective Signaling Systems.
- 1.2.5 UL 268A: Smoke Detectors for Duct Application. Rev. 3/86
- 1.2.6 UL 521: Heat Detectors for Fire Protective Signaling Systems.
- 1.2.7 UL 864: Control Units for Fire Protective Signaling Systems.
- 1.2.8 IBC: 2009 International Building Code.
- 1.2.9 IFC: 2009 International Fire Code.



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1.2.10 Local Codes and Ordinances.

1.2.11 National Electrical Code, 2002 edition.

1.2.12 Americans with Disabilities Act.

### 1.3 REGULATORY REQUIREMENTS

1.3.1 Equipment: All devices, combinations of devices, notification appliances, and equipment, shall be listed for the protective signaling purpose for which they are used and shall be installed in compliance with applicable codes and standards.

1.3.2 Type of System: The control panel shall be listed for power-limited applications per NEC 760 and for compliance with the National Fire Protection Association Standards 72; for Local Auxiliary, Remote Station, and/or Proprietary Fire Protective Signaling Systems.

1.3.3 Types of Signaling: The Control panel shall be listed for the applicable type of signaling methods used.

### 1.4 SYSTEM DESCRIPTION

1.4.1 Fire Alarm System: Design and provide a complete, non-preparatory, supervised, power-limited, fire detection and evacuation system appropriate to the building(s) in question. The system shall be a zoned system to assist in determining area in alarm. The system shall have, at a minimum, one zone for each class of occupancy.

1.4.2 System Supervision: The fire protective signaling system shall be an electrically supervised system which shall monitor the integrity of circuit conductors and power supplies. Performance of fire protective signaling system circuits shall be in accordance with Class A (Style D) operation for initiating device circuits, and Class A (Style Z) operation for Notification Appliance Circuits. If used, remote enunciators and associated wiring and remote emergency control wiring shall be supervised so that an open condition in the circuit shall cause a trouble indication at the control panel.

1.4.3 The fire alarm control panel shall allow for loading or editing special instructions and operating sequences as required. The system is to be capable of no-site programming to accommodate facility expansion, building parameter changes, or changes as required by local codes. All software operations are to be stored in a non-volatile, programmable memory resident within the fire alarm control panel. Loss of primary and secondary power shall not erase the instructions stored in memory.

1.4.4 The ability for selective input/output control functions based on AND, OR, NOT, and special coded operations is to be incorporated in the resident software programming of the system.

## EXHIBIT 1

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- 1.4.5 To accommodate and facilitate job site changes, initiation circuits shall individually configurable on-site to provide either alarm/trouble operation, alarm only, trouble only, current limited alarm, no alarm, normally closed device monitoring, a non-latching circuit, or a alarm verification circuit.
- 1.4.6 The control panel shall provide adequate power for all notification appliances and auxiliary devices. Provisions shall be available for expanding the standard power for future system expansion.
- 1.4.7 This specification is intended as an outline of the minimum acceptable design criteria for the fire alarm system. It is not the intent of this specification to limit a system to only those items specifically listed herein, or to preclude alternate equipment or technologies where the alternates would provide a functionally equivalent, code compliant system. Where alternate equipment and/or capabilities are proposed, a detailed, written explanation of the proposed changes shall be submitted to the Owner for review and approval.

#### 1.5 OPERATION

- 1.5.1 Under normal condition, the control panel shall display a "SYSTEM NORMAL" indication. Should an abnormal condition be detected, this abnormal condition shall be annunciated on the control panel. The panel audible signal shall pulse for alarm conditions and sound steadily for trouble and supervisory conditions.
- 1.5.2 Pressing the appropriate acknowledge button shall acknowledge the alarm or trouble condition. An "Alarm Silence" button shall be provided which shall cause all notification appliances programmed for "On-Until-Silenced" to be deactivated. An enunciator shall be provided to indicate the alarm silence mode. All NACs programmed for "On-Until-Reset" shall remain activated until the system is reset.
- 1.5.3 A "System Reset" button shall be provided which shall return the system to its normal state after an alarm condition has been remedied. Should an alarm condition continue to exist, the system shall remain in an abnormal state. System control relays shall not reset. The panel audible signal and the Alarm enunciator shall be on.
- 1.5.4 The system shall be capable of being tested by one person. While in the test mode, the system shall display a trouble condition.
  - 1.5.4.1 While in the test mode, the activation of an initiating device shall be silently logged as an alarm in the historical log. The panel shall automatically reset after logging the alarm. Brief operation of notification devices may be used to indicate activation of an initiating device in lieu of logging to a historical log.
  - 1.5.4.2 The momentary disconnection of an initiating device or notification appliance shall be silently logged as a trouble condition in the historical log. The panel

## EXHIBIT 1

### SCOPE OF WORK

shall automatically reset itself after logging of the trouble condition. Brief operation of notification devices may be used to indicate activation of an initiating device in lieu of logging to a historical log.

1.5.4.3 Integrity of the installation conductors of IDCs and NACs shall be verified by momentary opening any circuit.

1.5.4.4 A means shall be provided for ground fault circuit testing during testing.

#### 1.5.5 SUPERVISION

1.5.5.1 All control panel enunciators shall be supervised for burnout or disarrangement. Should a problem occur, the panel shall display an indicator of the problem to aid in troubleshooting.

1.5.5.2 Should any Alarm, Supervisory, or Trouble condition be present within the system and the audible silenced, the local tone alert shall resound every 8 hours (each change of work shift) to act as a reminder that the fire alarm system is not 100% operational.

1.5.5.3 Reset access shall be controlled by pass codes or keys. Pass codes, if used, shall be of four or more digits. Changes to pass codes shall only be made by authorized personnel. If keys are used, the function key switches shall be keyed differently from any other keyed switches or locks used within the system. Where multiple access levels are provided, access to a level shall only allow the operator to perform all actions within that level and all actions of lower levels, not higher levels. The following functions shall have access levels associated with them:

1.5.5.3.1 Alarm Acknowledge

1.5.5.3.2 Supervisory Acknowledge

1.5.5.3.3 Trouble Acknowledge

1.5.5.3.4 Alarm Silence

1.5.5.3.5 System Reset

#### 1.6 ALARM SEQUENCE

1.6.1 The system alarm operation subsequent to the alarm activation of any manual station, automatic detection device, or sprinkler flow switch is to be as follows:

1.6.1.1 All audible alarm notification appliances shall display a continuous fire alarm signal until silenced by alarm silence switch at the control panel.

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- 1.6.1.2 All visible alarm notification appliances shall display a continuous pattern until extinguished by the Alarm Silence Switch or the system is reset.
- 1.6.1.3 A supervised signal to notify the base security center, the local fire department, or an approved central station is to be activated. The Owner will determine the outside monitoring facility to be used. To accommodate and facilitate job site changes, the type of "city connection circuit" is to be on-site configurable to provide either a "reverse polarity", "local energy", or dry contact connection.
- 1.6.1.4 Where appropriate or required, the air handling system shall be controlled.
- 1.6.1.5 An Alarm indication is to be displayed on the panel display as defined in the OPERATION section of these specifications. The Alarm indicator shall flash on the control panel until the alarm has been acknowledged at the control panel. Once acknowledged, this same indicator shall latch on. If the system has multiple zones, a subsequent alarm received from another zone after an alarm has been acknowledged shall flash the alarm indicator on the control panel and the panel display shall show the new alarm information.
- 1.6.1.6 An Alarm tone shall occur within the control panel until acknowledged.
- 1.6.1.7 The activation of any system smoke or flame detector shall initiate an Alarm verification operation where by the panel shall reset the activated detector and wait for a second alarm activation. If within one (1) minute after resetting, a second alarm is reported from the same or any other smoke detector, the system shall process the alarm as described previously. If no second alarm occurs within one minute the system is to resume normal operation. The Alarm Verification is to operate only on smoke detector alarms. Other activated initiating devices shall be processed immediately. The alarm verification operation is to be selectable by zone.
- 1.6.1.8 The control panel is to have a dedicated supervisory service indicator and a dedicated supervisory service acknowledge switch.
- 1.6.1.9 Where sprinklers are installed, the activation of any standpipe or sprinkler valve tamper switch shall activate the system supervisory service audible signal and illuminate an indicator at the control panel. Differentiation between valve tamper activation and opens and/or grounds on fire alarm initiation circuit wiring shall be provided.
- 1.6.1.10 Activating the Supervisory Service Acknowledge Switch shall silence the supervisory audible signal while maintaining the Supervisory Service indicator to show that the tamper contact is still in the off-normal state.

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- 1.6.1.11 Restoring the valve to the normal position shall cause the Supervisory Service indicator to extinguish, indicating restoration to normal.
- 1.6.1.12 Manual evacuation means shall be provided to activate the system.
- 1.6.1.13 Alarm and trouble conditions shall be immediately display on the control panel. If more alarms or troubles are in the system, the operator shall be able to manually scroll to display new alarms. The first 10 fire alarm zones in alarm shall be displayed simultaneously in chronological order.
- 1.6.1.14 The system shall have an alarm list means that shall allow the operator to display all alarms, trouble, and supervisory service conditions with the time of occurrence. This shall allow for the determination of the most recent alarm and may also indicate the path that the fire is taking.

#### 1.7 SUPERVISION

- 1.7.1 The system shall contain enough Class A (Style D) independently supervised initiation circuits so that a fault in any one zone shall not affect any other zone. The alarm activation of any initiation circuit shall not prevent the subsequent alarm operation of any other initiation circuit.
- 1.7.2 Where sprinklers are installed, there shall be sprinkler valve tamper switches to perform the supervisory Service operation. This independent initiation circuit shall be labeled Supervisory Service and shall differentiate between tamper switch activation and wiring faults.
- 1.7.3 Independently supervised and independently fused NACs for audible notification appliances and visible notification appliances shall be provided. Disarrangement conditions of any circuit shall not affect the operation of other circuits.
- 1.7.4 Each independently supervised circuit shall include discrete panel readout to indicate disarrangement conditions per circuit.
- 1.7.5 The incoming power to the system shall be supervised so that any power failure will be audibly and visibly indicated at the control panel. A “power on” indicator shall be displayed continuously while incoming power is present.
- 1.7.6 The system batteries shall be supervised so that a low battery condition or disconnection of battery shall be audible and visibly indicated at the control panel.
- 1.7.7 Additional monitoring shall be provided to initiate a depleted battery warning at the panel when the battery operation has exceeded the battery capacity.

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### SCOPE OF WORK

- 1.7.8 For modular control panels, all modules shall be electrically supervised for module placement. Should a module become disconnected from the controls, the system trouble indicator must illuminate and audible trouble signal must sound.
- 1.7.9 The system shall have provisions for disabling and enabling all circuits individually for maintenance or testing purposes. Provisions shall be made allowing the operator to "Abort the Enable" to prevent unwanted activation of notification appliances, off-premise reporting, and emergency controls when a disabled circuit is restored.

#### 1.8 POWER REQUIREMENTS

- 1.8.1 The control panel shall receive 120 VAC power via a dedicated circuit.
- 1.8.2 The system shall be provided with sufficient battery capacity to operate the entire system upon loss of normal AC main power in a normal supervisory mode for a period of sixty (60) hours with thirty (30) minutes of alarm operation at the end of this period. If a specific project has more stringent requirements for battery operation, the more stringent requirement shall be met. The system shall automatically transfer to the stand by batteries upon power failure. All battery charging and recharging operation shall be automatic.
- 1.8.3 All circuits requiring system operating power shall be 24 VDC and shall be individually fused at the control panel.

#### 1.9 QUALIFICATIONS

- 1.9.1 Manufacture: The manufacture shall be a nationally recognized company specializing in Fire Alarm Systems.
- 1.9.2 Installer: The installation organization shall be a company specializing in the installation of fire alarm systems. This organization shall have a service technician based within the State of Arizona to respond to any/all service questions or repairs.
- 1.9.3 The organization supplying final check-out and testing, shall be listed and authorized by UL to provide services for alarm systems certification as a means of identifying compliance with applicable NFPA Standards

#### 1.10 SUBMITTALS

- 1.10.1 Submit complete installation drawings showing the types, locations, and mounting heights of all equipment.
- 1.10.2 Submit Manufacturer product data sheets for all proposed devices and equipment.
- 1.10.3 Provide wiring diagrams, equipment ratings, dimensions, and finishes for all proposed devices and equipment.

## EXHIBIT 1 SCOPE OF WORK

1.10.4 Provide complete battery calculations.

1.10.5 If submittals, upon review by the Owner and/or Owners Representative, are found not to conform with the performance, type and quality of products as well as all other requirements of these specifications; the Contractor shall be required to resubmit. The Contractor shall be responsible for the Owner's extra expenses for subsequent review(s) of rejected submittals. Approval of the submittals by the Owner shall, in no case, relieve the Contractor of the responsibility to meet the requirements of this specification.

### 1.11 PROJECT RECORD (AS-BUILT) DRAWINGS

1.11.1 The Contractor shall provide and maintain on the site an up-to-date record set of approved shop drawings.

1.11.2 Record drawings shall include locations of end-of-line devices.

1.11.3 Upon completion of the work and final acceptance by the local authority, the Contractor shall submit record drawings to the Owner.

### 1.12 OPERATION AND MAINTENANCE DATA

1.12.1 Submit Manufacturer's data sheets for all equipment installed to provide operating, installation, and routine maintenance instruction.

1.12.2 Provide a Manufacturer's letter stating the date of installation on which the system is operational.

### 1.13 EXTRA MATERIALS

1.13.1 Provide spare parts as follows:

1.13.1.1 Provide Ten (10) manual station break-glass rods per location as applicable.

1.13.1.2 If keys are used in the system, provide six each key, per location.

1.13.1.3 Provide three (3) of each type of automatic smoke detector, without base, per location.

## PART 2 – PRODUCTS

2.1 MANUFACTURERS – As approved by the Owner or Owner's representative. Being listed as an acceptable Manufacturer in no way relieves the Contractor's obligation to provide all equipment and features in accordance with these specifications.

### 2.2 SUBSTITUTIONS

## EXHIBIT 1

### SCOPE OF WORK

- 2.2.1 Other equipment may be substituted as long as the level of quality and performance of operation is equal to, or greater than, that which is specified. The Owner and/or Owner's Representative shall make the determination as to whether or not the substitute equipment is acceptable.

#### 2.3 FIRE ALARM WIRE AND CABLE

- 2.3.1 All wire and cable shall be in strict compliance with local codes and the provisions of NEC Article 760 A and C for power-limited Fire Protective Signaling Circuits. If required, the installation and control panel may be reclassified as Non-Power-Limited, per the provisions in NEC 760 Section C, providing all the requirements of NEC 760 A and B are met, and all identification of Power-limited circuits are removed from the control panel.

### PART 3 EXECUTION

#### 3.1 INSTALLATION

- 3.1.1 The contractor shall provide all materials and labor necessary for a complete and finished job. Where work by specific trades is required, the contractor shall arrange for that work as part of the base bid. All work by trades is to be done by licensed companies and skilled mechanics.
- 3.1.2 The contractor shall clean all dirt and debris from the inside and the outside of the fire alarm equipment after completion of the installation.
- 3.1.3 All junction boxes shall be sprayed red and labeled "Fire Alarm". Wiring color code shall be maintained throughout the installation.
- 3.1.4 Provide and install the system in accordance with the plans and specifications, all applicable codes, and the Manufacturer's recommendations. All wiring shall be installed in accordance with all applicable codes and standards. Upon completion of installation, the Contractor shall so certify this, in writing, to the Owner.
- 3.1.5 A UL Certificate shall be provided to the Owner with Copy to the AHJ to identify complete or partial compliance with applicable NFPA Standards with which the system has been installed. The status of compliance and the extent of coverage provided by the installation of automatic fire detection equipment, manual fire alarm equipment, sprinkler supervisory equipment and/or guard tour supervisory equipment shall be identified on the certification form.
- 3.1.6 In Coolidge, the Fire Alarm System needs to be installed in building L3161, from building L3160. Building L3161 should be treated as a separate zone. A trench of approximately twenty –five feet will be needed to connect to the two buildings. Depth shall be in accordance with local codes and regulations.



## **EXHIBIT 1**

### **SCOPE OF WORK**

- 3.1.7 In Sunnyslope, the Fire Alarm System needs to be installed in building M8361 from building M8360 through the common wall (south side of M8360, north side of M8361). Building M8361 should be treated as a separate zone.

#### **3.2 FIELD QUALITY CONTROL**

- 3.2.1 The completed fire alarm system shall be fully tested in accordance with NFPA – 72, Chapter 7 and local Fire Department requirements by the Installer, in the presence of the Owner's representative and the local Fire Marshal. Upon completion of a successful test, the Installer shall so certify, in writing, to the Owner.
- 3.2.2 The Manufacturer shall provide on-site technical installation support.

#### **3.3 MANUFACTURER'S FIELD SERVICES**

- 3.3.1 Include on-site services of a NICET certified technician to provide technical installation support for panel start up, program editing, troubleshooting of the Fire Protective Signaling System Control Panel, and assistance to the Installer for one complete final system checkout in accordance with the Field Quality Control section of these specifications. The Manufacturer shall also provide one training session with the Owner, or Owner's Representatives, upon completion of installation, for instruction of system operation

#### **3.4 FIRE ALARM WIRE AND CABLE COLOR CODE**

- 3.4.1 The fire alarm wire and cable color code shall be in accordance with all applicable codes and regulations.
- 3.4.2 The fire alarm wire and cable color code shall be consistent throughout the installation.

**END OF SECTION**